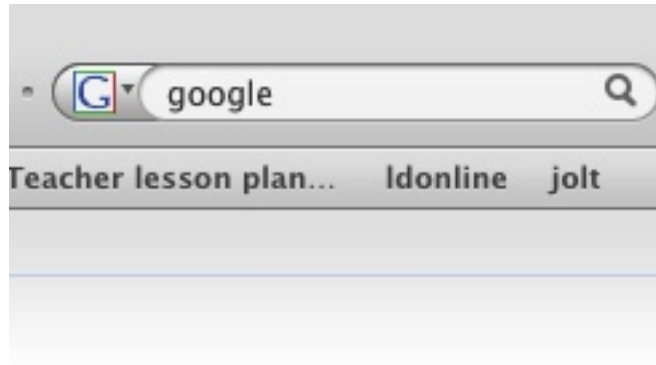


google documents

google documents

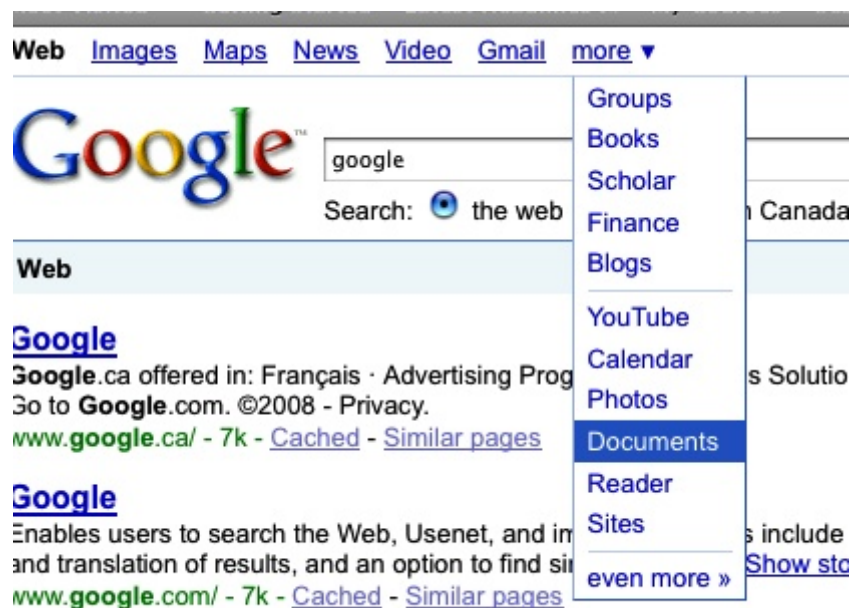
setting up a google account



find the google main page

type google into your browsers search field and press return

open up google docs main page



select documents from the "more" dropdown menu

set up an account



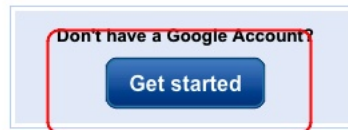
Sign in to Google Docs with your
Google Account

Email:

Password:

☒ Remember me on this computer.

[I cannot access my account](#)



Don't have a Google Account?

choose the "get started" link

Fill in account information

Required information for Google account

Your current email address:
e.g. myname@example.com. This will be used to sign-in to your account.

Choose a password: **Password strength:** **Strong**
Minimum of 8 characters in length.

Re-enter password:



☒ Remember me on this computer.

Creating a Google Account will enable Web History. Web History is a feature that will provide you with a more personalized experience on Google that includes more relevant search results and recommendations. [Learn More](#)

☒ Enable Web History.

Get started with Google Docs

Location:

Word Verification: Type the characters you see in the picture below.

 
Letters are not case-sensitive

Terms of Service: Please check the Google Account information you've entered above (feel free to change anything you like), and review the Terms of Service below.

[Printable Version](#)

Google Terms of Service
Welcome to Google!
1. Your relationship with Google

By clicking on 'I accept' below you are agreeing to the [Terms of Service](#) above and the [Privacy Policy](#).

fill in the required information. You can use any email address. Click the "I Accept. Create my account"

Continue by checking your email

From	Subject	Date Received
accounts-noreply@google.com	Google Email Verification	Today
Lorrie Serowski	Final Exam Info Sheet for April exams now online	Today

open up the reply from google

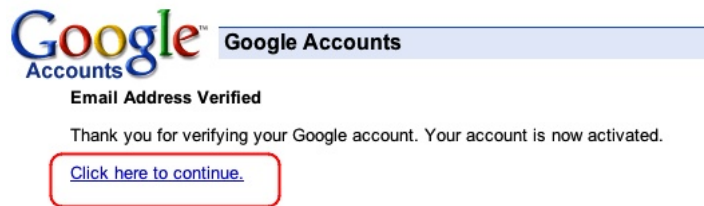
activate your account by clicking on the link

Welcome to Google Accounts. To activate your account and verify your e-mail address, please click on the following link:

http://www.google.com/accounts/VE?service=writely&c=CKqX9_9l9HtNxD68tamrfuW_Ww&hl=en

If you have received this mail in error, you do not need to take any action to cancel the account. The account will not be activated, and you will not receive any further emails.

continue



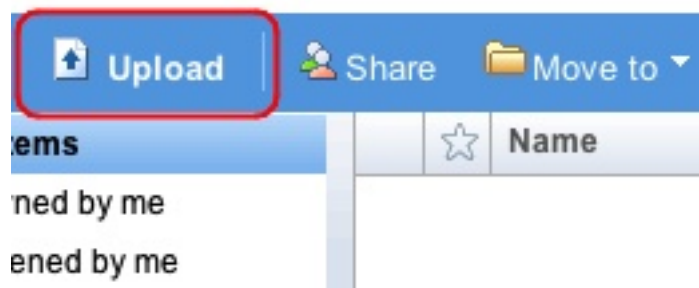
click on the continue link

complete the sign in process



type in your email address and password, click the sign in button.

upload the professional growth guide



click the upload button

upload step two

Upload a File

Browse your computer to select a file to upload:

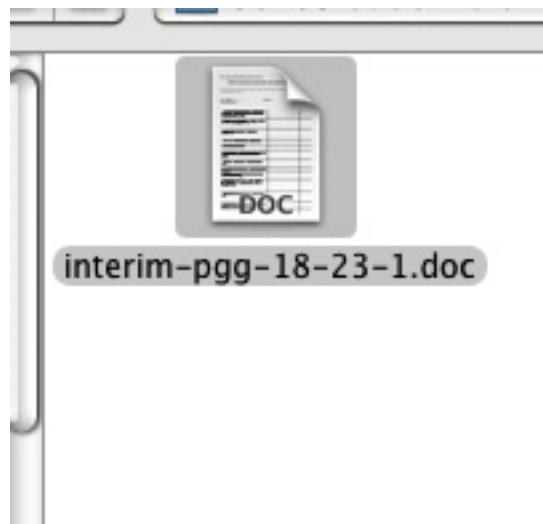
no file selected

Or enter the URL of a file on the web:

What do you want to call it? (if different than the file name)

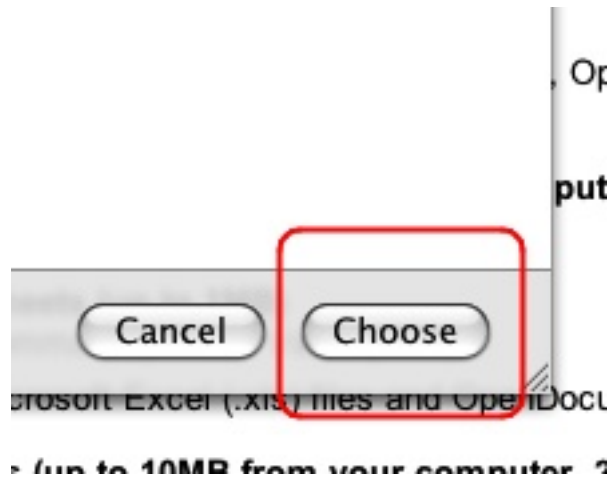
click the choose file button

Select the guide word file



highlight the file


choose the file



select the choose option

upload the file

Browse your computer to select a file to upload:

 interim-pgg-18-23-1.doc

Or enter the URL of a file on the web:

What do you want to call it? (if different than the file name)

click the "upload file button"

your file is now on your google documents page.



The major goals of the program are to:

1. **Build instructional competence and strong teacher identity**

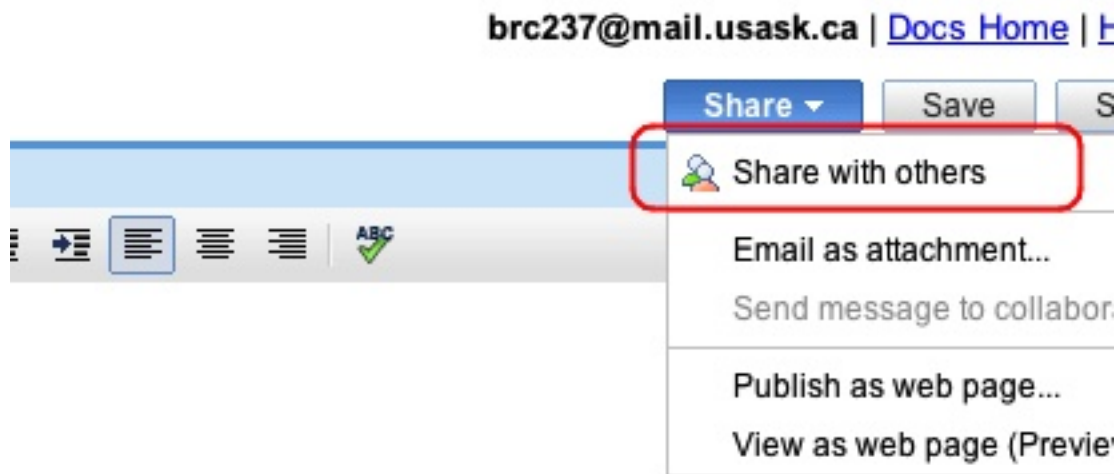
(Develop instructional competence and a strong teacher identity in order to engage in education as transformational praxis)

The teacher candidate Evidence Interpretation/Reflections

1.1 Demonstrates a professional level of knowledge about the curriculum and the skills and judgment required to apply this knowledge effectively		
1.2 Integrates the Common Essential Learnings, the Adaptive Dimension and resource-based learning		
1.3 Demonstrates good knowledge and confidence in subject matter		
1.4 Plans and develops engaging and authentic lessons		
1.5 Uses instructional technology		
1.6 Demonstrates and supports a repertoire of instructional strategies and methods that are applied in teaching activities.		

it can be edited and is accessible from any internet capable computer. **IMPORTANT; YOU WILL HAVE TO UPLOAD A COPY OF THE GUIDE FOR EACH OF YOUR STUDENTS.**

Sharing the file with your students



transformational praxis)

open up the share menu and choose share with others

You will have to do this for each of your students

Invite people

1 ☒ as collaborators ☐ as viewers

2

Separate email addresses with commas.
[Choose from contacts](#)

5

Advanced permissions

3 ☐ Collaborators may invite others
Only the owner may change this

4 ☐ Invitations may be used by anyone
Allows mailing lists [Learn more](#)

1. select as collaborators
2. enter their email address in the box
3. deselect "collaborators may invite others"
4. deslect "invitations may be used by anyone"
5. click on the invite collaborators button

send the notification to your intern

Tell these people about the document? ✕

To: brichip@sasktel.net

Subject:

Message: *Note: a link to the document will be included in the message*

This is an online version of the professional growth guide you will use during your internship. Only you and I will be able to view and edit it. You will be able to edit it and view it from any computer that is connected to the internet.

☐ Paste the document itself into the email message.

☐ CC me

Fill in the subject line and the message and send the invitation.

the intern will receive

From: brc237@mail.usask.ca
Subject: **online professional growth guide**
Date: January 2, 2009 10:10:40 AM GMT-06:00
To: brichip@sasktel.net

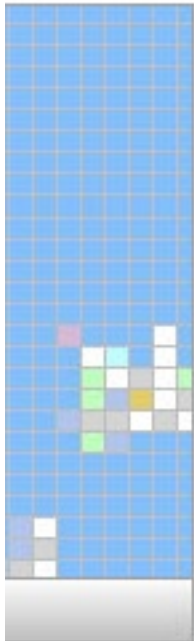
I've shared a document with you called "interim-pgg-18-23-1":
http://docs.google.com/Doc?id=ddrkxvrf_0hpnh7bc3&invite=

It's not an attachment -- it's stored online at Google Docs. To open this document

This is an online version of the professional growth guide you will use during your
any computer that is connected to the internet.

He/she will click on the link

... and they will have to create an account to use the shared document.



Sign in to Google Docs with your
Google Account

Email:

Password:

☒ Remember me on this computer.

[I cannot access my account](#)

Don't have a Google Account?

[Legal Notices](#)

I have a pdf file printout that explains this process to the students. If you want it I can send it to you.

This is what my docs page looks like ready for the interns use.

The screenshot shows the Google Docs interface. At the top is a blue toolbar with buttons for 'New', 'Upload', 'Share', 'Move to', 'Hide', 'Delete', 'Rename', and 'More actions'. Below the toolbar is a sidebar on the left with a list of filters: 'All items' (selected), 'Owned by me', 'Opened by me', 'Starred', 'Hidden', 'Trash', 'Saved searches', 'All folders', 'Items not in folders', 'Items by type', and 'Shared with...'. Under 'Shared with...', there is a user icon and the text 'Brichip (1 item)'. The main area displays a list of documents under the heading 'TODAY'. Each document row includes a checkbox, a star icon, a document icon, the document name, and the sharing status. The document 'katherine' is selected, indicated by a blue highlight and a checked checkbox.

	Name	Folders / Sharing
TODAY		
<input type="checkbox"/>	viola ppg.doc	me, Vdt434
<input type="checkbox"/>	verna ppg.doc	me, Vjw877
<input type="checkbox"/>	tina ppg.doc	me, Tfc563
<input type="checkbox"/>	samantha ppg.doc	me, Stm572
<input type="checkbox"/>	melanie ppg.doc	me, Meb021
<input type="checkbox"/>	marion ppg	me, Mgb085
<input type="checkbox"/>	laura	me, Lbh205
<input type="checkbox"/>	christina ppg	me, Cal205
<input type="checkbox"/>	cathy ppg	me, Crw147
<input checked="" type="checkbox"/>	katherine	me, Kam422
<input type="checkbox"/>	Professional Growth Guide	me, Brichip

I have emailed them an invitation and will be checking with them this week.